

BRIEF ON OCD PROGRESS

1. Organization. The Office of Collection and Dissemination was organized in September to consist of 3 Branches: (a) Requirements Branch, responsible for maintaining continuing contact with all appropriate Government agencies and ascertaining their needs for intelligence material; (b) Collection Branch, which arranges and coordinates field collection by appropriate agencies; (c) and Dissemination Branch, responsible for proper dissemination of the intelligence materials throughout the Government.
2. Personnel. The table of organization for OCD provides for 84 individuals (43 officer or professional, and 41 clerical). Of the contemplated 84 persons, 26 are already on duty and 17 more in process of appointment. So far, personnel procurement is abreast of working requirements.
3. Processing of requests received.
 - a. Requests are received from agencies outside CIG as well as from ORG, OO and OSO. Control procedures have been established for processing large numbers of these requests. Starting with only a few during the first month, the number has now risen to about 100 a month. The traffic is increasing and will probably entail hundreds of separate projects monthly in the near future.
 - b. Requests received are of two types: (1) those requiring field collection, and (2) those requiring research by ORG. The latter type in turn gives rise to additional field collection projects. A single collection project frequently necessitates the assignment of missions to several collection agencies simultaneously. One received request now in process will probably result in hundreds of separate collecting projects, as well as considerable number of research studies.
 - c. So far, seven Government agencies outside of CIG are requesting collection or research action by CIG. As the program develops, this service will be extended to all Government agencies having functions related to national security.
4. Dissemination.
 - a. A Reading Center has been established, which decides the distribution to be given to all incoming material. Approximately 600 reports are processed daily, consisting of CIG material (field reports and ORG studies) as well as material from outside agencies (military and naval attache reports, embassy reports, economic studies, etc.). By June 1947, the flow will probably average 800 daily, which is approximately the load experienced by the Intelligence Division, WDGS, on V-E Day.
 - b. An average of 350 cables are now received daily within CIG. The volume may increase to about 400 by June 1947.
5. Development. Progress in developing plans and procedures has been very satisfactory to date, being limited principally by the difficulties of personnel procurement. As additional personnel are procured and trained, the capability for handling a large volume of traffic will increase in proportion. This will result in increased service to Government agencies, and a corresponding increase in volume of business.

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DISPOSITION FORM

FROM	TO	DATE		FROM	TO	DATE	
			DIRECTOR OF CENTRAL INTELLIGENCE				CHIEF, CENTRAL REPORTS STAFF
			DEPUTY DIRECTOR, C.I.G.				W. Europe-Africa Branch
			ASSISTANT TO THE DIRECTOR				E. Europe-USSR Branch
			SECRETARY, N.I.A.				Middle East-India Branch
	x		Chief, ICAPS				Far East-Pacific Branch
			Deputy OPERATIONAL SERVICES				Western Hemisphere Branch
x		2 Jan	Asst Dir, OCD				
			CHIEF, CENTRAL PLANNING STAFF				ADMINISTRATIVE OFFICER
			Policy & Review Branch				Personnel Branch
			Information Branch				Budget & Fiscal Branch
			Intelligence Branch				Administrative Services Branch
			Security Branch				Central Records
			Support Branch				Security Branch

REFERENCES:ENCLOSURES:

Brief on OCD
progress for use
of DCI

ACTION

DIRECT REPLY

RECOMMENDATION

COMMENT

SIGNATURE

FILE

INFORMATION

NOTE

RETURN

MAIL

PREPARATION OF REPLY

REMARKS:

SUBJ: 25X1A9a Progress Report for Use of DCI

25X1A9a orally advised 25X1A9a that material is needed to assist the Director in making a progress report for the NIA in the near future. 25X1A9a stated that the brief should be about one page in length, and should be submitted to you on the morning of 2 January.

2. The brief, prepared according to the above specifications, is enclosed herewith.

25X1A9a

Colonel, G. S. C.
Deputy Assistant Director for
Collection and Dissemination.

(Continue "Remarks" on back, if necessary)

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